

**WINFIELD PLACE HOMEOWNERS
BOARD MEETING
October 25, 2016 at 4 p.m.**

Member at Large: Gerard Winkle called the meeting to order at 4:00 p.m.

Members present: Mike O'Connor, Tom Maher, Gerard Winkle, and Lois Sperl. Members absent are Dolores Birach and Wayne Nelson. Representing Scottsdale Property Connection, LLC: LouAnn Wipperfurth, and Stefanie Scanlon.

Minutes from the September Board meeting

The required number of Board members could not attend the September Board meeting. However, Homeowners Association bylaws permit Board members to vote via electronic mail, as long as all Board members vote. The following items were approved via email.

1. Approved the Budget for 2017
2. Annual Meeting - According to the bylaws, the Annual Meeting is to be held on the first Monday in October of each year at 7:30 PM. Changing the Annual Meeting date to November 15th at 4:00 pm was approved as the later date will allow more owners to be present.
3. The bylaws also call for five (5) to eleven (11) Board members. The Board members voted to approve the election of 3 Directors from the A side and 3 Directors from the B side, who will, in turn, select a 7th Director.
4. Lynn Krupnick, our legal counsel, was approved as Judge of Elections for the Annual Meeting.
5. An increase in dues of \$20.00 per month was approved and will be effective January 1, 2017.
6. HOA master policy – changed the deductible for all claims to \$10,000 effective April 2017.
7. The October Board meeting is scheduled for October 25th at 4:00 pm.

Gerard Winkle made a motion to approve these minutes. Motion was passed.

APPROVE MINTUES- Gerard Winkle made a motion to approve the minutes from the March 15, 2016 meeting. Motion was passed.

DELINQUENCY REPORT- LOUANN

There are no delinquencies to report.

LANDSCAPE REPORT- TOM MAHER

Winter lawn was seeded the week of Sept 26. We lost a large tree this summer between units 152B and 153B by the back pool. On Oct 13, several new plants were added to the SE corner of Building 3 by the back patio of unit 127A. Judy Byram, Gerard and Bev Winkle will be planting flowers in the various pots around the complex on October 28, 2016.

MANAGEMENT REPORT – LOUANN

HOA Master Insurance – On April 1, 2016, the deductible for water claims was changed to \$10,000 with a \$5,000 deductible for all other claims. Effective April 1, 2017, all claims will have a \$10,000 deductible. Please contact your insurance agent regarding this change.

**WINFIELD PLACE HOMEOWNERS
BOARD MEETING
October 25, 2016 at 4 p.m.**

Short-term Rentals You may have heard of a new law that goes into effect on January 1, 2017, referred to as SB 1350, which prohibits Arizona municipalities and counties from restricting short-term or vacation rentals. This new law does not affect Winfield Place because Winfield Place governing document Article II, Section 12 of the Covenants, Conditions and Restrictions (CC&Rs) states that a lease must be a period of time no less than thirty-one (31) days.

This provision means that short-term or vacation rentals of fewer than 31 days are prohibited in Winfield Place. SB 1350 does not change this prohibition. Owners who violate the Declaration by engaging in short-term leasing of their property will be subject to enforcement action by the Association.

Backflow Valves were leaking and were replaced in July. Also, a metal cage was secured around the new valves to prevent vandalism.

Flood Insurance – The HOA carries flood insurance on the complex. By the fall of 2017, we will no longer need flood insurance do to the efforts of the City of Scottsdale in getting this area reclassified out of the flood zone. The city submitted the required paperwork to the Federal Emergency Management Agency (FEMA), in October 2016. This process is expected to take 15 months to complete. Estimated final approval would be November of 2017. This change will result in a savings of \$30,500 per year.

Sewer Rates - The City of Scottsdale determines our sewer rate based on the water usage between Dec 1, 2015 - Feb 28, 2016. As a consequence of our diligence in finding and repairing leaks over the past year, we used less water during this period compared to the prior year. Effective August 1, 2016, our sewer rate was reduced by \$310.00 per month, a savings of \$1,550.00 for 2016. Our water usage for the last 9 months has been less than that for 2015.

Canal Project - The City of Scottsdale is currently in the process of improving the multiuse path along the AZ canal between Chaparral Road and Indian Bend Wash. This project will include a desert-colored concrete path, landscape enhancements, connections to the neighborhoods, a pedestrian bridge over the canal at Jackrabbit Road and Silverado Golf Club, and upgraded pedestrian crossings at Chaparral and McDonald Road. The tentative completion date is by year's end.

Second floor landings All second floor landings had carpeting removed and were power washed and painted this summer. Owners are not allowed to install carpeting at their front entrance door.

Wood inserts under the windows were painted, and in some areas, the wood was replaced. We also painted the balcony railings, some of the patio walls and repaired stucco on the buildings and stairways.

32 New Washers and Dryers were installed on October 4th. This includes one new front loading machine in each of the four laundry rooms. We left two old washers and two dryers in each laundry room. When the old washers /dryers need to be serviced, they will be removed and not replaced. Currently, we have 48 machines, but we will go down to 32 once all old machines are removed. The new machines have a five-year warranty on parts. Total cost for the new machines and installation was \$35,000.00.

We cancelled our current maintenance contract on the washers and dryers, resulting in a cost savings of \$330.00 per month. That saves around \$3,000.00 per year because we still need to budget for one service call per month at \$78.00 each call.

**WINFIELD PLACE HOMEOWNERS
BOARD MEETING
October 25, 2016 at 4 p.m.**

The new washers use 10 gallons per cycle less water. This should reduce our water bill and, consequently, our future sewer bill. We realize between \$15,000 and \$18,000 in income from the laundry rooms each year, which, when added to the \$3,000 savings per year on the maintenance contract, can be used to pay for the new machines in two years.

In all laundry rooms, new LED light fixtures, sinks and faucets were installed in August.

Pool Decks were repaired and painted in August for a total cost of \$8,228.00. Reserve funds were used to pay for this improvement.

Solid waste cost (trash and recycle)

Our solid waste provider is the City of Scottsdale. We had pickup twice weekly for 7 containers (2 - six yards and 5 - four yards). On August 1st, the city increased our solid waste rates by 95%, but with no increase for recycling. That is a \$542.00 increase per month and an annual increase of \$6,514.08 without making any changes to our service.

We solicited bids from three other providers. None of their bids was significantly less, but all required a 3-year commitment, penalty for early termination, and a 4 to 5% increase annually. None of them would pick up items, such as mattresses, furniture or water heaters, and they all charge extra for additional pickups.

By comparison, the City of Scottsdale does not require a contract, wants a 60-day notice to terminate service, and will make additional pickups at no charge.

Therefore, we worked with the city to keep costs down, and we have made the following changes to our service:

1. On June 15th, we switched services to one pickup per week because of our low summer occupancy. This step saved a total of \$429 from June 15th to July 31st.
2. On August 1st, our new rate went into effect. We switched two of our containers on the SW and SE corner of the property from 4 yards to 8 yards. With the once-a-week pickup for two 8-yard containers and six four-yard containers, our cost will be \$622 plus recycle of \$210.00 for a total of \$832 per month, \$40 less than our old rate.
3. We will monitor the weekly pick up and switch to twice a week in the winter months (January through April) if we find the containers are overflowing.
4. Even if the last scenario is needed, the savings would still be \$2,057.96 over the annual cost of the new rates if we made no changes to the size of the containers or pickup frequency.

Please do not discard your water heaters, furniture or mattress in the dumpsters or along side of the dumpsters.

Remodeling your unit

Please notify the office if you are remodeling your unit. We have an architecture change request form for you to complete. If you are installing a washer and dryer, the dryer must be vented outside. The fire code in Scottsdale does not allow a dryer to be vented into the ceiling or into your unit. Should there be a fire and your dryer is not vented properly, our insurance will not cover your claim, and you could be liable for damage to other units.

Also, if you have a second floor unit and are installing tile you are required to install sound board below the tile which deadens any noise to the unit below.

**WINFIELD PLACE HOMEOWNERS
BOARD MEETING
October 25, 2016 at 4 p.m.**

If you are replacing your windows, the window color and style must be approved by the Board.

Uncovered Overnight Parking You must have a parking pass displayed in the driver side windshield, or your car will be towed. No overnight parking is allowed in the WP entrance way driveway. Parking is not allowed in covered spots belonging to other units without the permission of the owner.

All of this information is available in the Winfield Place Rules Book. If you call the office, we will mail or email a copy to you or your agent. Please keep the WP Rules Book in your unit.

New Roofs The Board approved a complete tearoff and replacement of the roofs on Buildings 15, 16, 12 and 9 for a cost of \$165,000. This project was started on October 3rd and will be completed in about 4 - 5 weeks. All TV dishes and wires on the roofs of these buildings were remounted on the firewall, as no cable wires can reside on the roofs. For any new dish installation, you must notify the office at least one week in advance to obtain the new installation specifications.

New Air Conditioners If you are installing a new A/C unit or having your A/C serviced, you need to notify the office. New A/C units must be properly mounted on 4"x4" redwood sleepers running the length of the unit and in the direction of the roof drainage. All connections, ductwork, and service lines are to be properly sealed and professionally installed. The old A/C unit and all related debris and excess materials are to be removed from the property by the installer.

Asphalt - On Nov 11th, we will start the preparation work to apply an overlay of asphalt to the B side. The east entrance will be closed from Nov 11 until Nov 23, 2016.

Vehicles on the B side will need to be moved to an uncovered area on the "A" side. The clubhouse bulletin board, mail boxes and east laundry room will have a map of the areas affected. If you have a vehicle in one of these areas and cannot move your vehicle, please contact the office or arrange for someone to move it. If the office does not have a key to your vehicle, it will be towed at the owner's expense and parked in an uncovered area on the property.

HOA Dues for 2017

The Board has determined that a \$20.00 per month dues increase is necessary for 2017. If you choose to pay your dues annually, you will receive a 5 % discount. To take advantage of this savings, the Winfield Place office must receive your check by January 10, 2017.

If you prefer to pay your HOA dues monthly, we accept post-dated checks that are held and deposited per the date on the check. Please write your unit number on the bottom left hand corner of your check.

We are not mailing out coupon books. If you want coupons, please call the office at 480-946-7965 or call LouAnn at 602-809-4491. You can also email louann@wpcz.com.

Rules and Regulations for Winfield Place are in the process of being updated with the new rules regarding roof access, dish installation, air conditioner installation or service, among other issues. The revised version Winfield Place Rules and Regulations will be available in November. A copy will be email to each owner with an email address and mailed if you don't have an email address.

**WINFIELD PLACE HOMEOWNERS
BOARD MEETING
October 25, 2016 at 4 p.m.**

Changes to Owner Information: If you changed your mailing address, email, cell phone, emergency phone numbers, insurance company or insurance agent, please call or email the office.

Keys to Units or Vehicle: Winfield Place office does not have keys to either units or vehicles belonging to some owners. These keys will be used only in case of an emergency, such as water leak, maintenance or fire. If you are one of these owners, please drop off keys to your unit or vehicle.

Winfield Place management welcomes your input and suggestions. Please stop by the office to share your ideas with us.

TREASURER'S REPORT – MIKE O'CONNOR

This is through September 30, 2016. We will have the updated report at the Annual Meeting.

The Balance sheet- We have \$35,000 in cash account. We have \$283,000 in our Capital Reserves account. We have \$45,000 in our Prepaid Dues account. We have a total of \$362,700.

Operating Results- We have \$610,000 in Income. We budgeted for \$601,000 so we are \$9,000 over budget.

Operating Expenses - We spent \$438,000 in operations. We budgeted \$425,000 so we are \$13,000 over budget.

Capitol Reserves- By year end we will have \$63,000 in our Reserves account. We have spent \$282,000 from our reserve account: \$68,000 on Phase one of asphalt, \$8,200 for both pool decks to be resurfaced, \$6,400 for replacing backflow valves that were leaking, \$35,000 for new washers and dryers, \$165,000 on roof tear-off and replacement.

In January, we will replenish our reserve with \$157,000 and will have a total of \$221,000 back in Reserves. Dues increase will equal \$60,000 of additional income each year.

Future Projects- \$155,000 for roof tear-off and replacement for Buildings 3, 5, 6, and 10. We are getting bids for remaining buildings. We will be looking at more asphalt projects, as well.

Prepaid dues total for 2017- A \$20 increase will help us keep the property looking clean, safe, and attractive.

OLD BUSINESS - There is no old business.

NEW BUSINESS-

Due to past problems with damage to the roof areas and improper installations; we have had to institute new regulations regarding satellite dishes and A/C units.

New TV Satellite Dishes and their cables are to be mounted on and secured to the firewalls using self-sealing attachments, and all wall penetrations must be sealed properly. You must use an installation company approved by your satellite provider, and they must install the dish and cables according to these instructions. Please note that you may be assessed an additional charge by the satellite installer as a result of some of these restrictions. Because of problems in the past, we have had to contract with a professional inspection service to check these installations after your dish is in place. For that inspection, you will be

**WINFIELD PLACE HOMEOWNERS
BOARD MEETING
October 25, 2016 at 4 p.m.**

assessed a fee of \$150. The HOA feels that this is a reasonable fee and does not receive any funds from that inspection.

OPTION – The owner can avoid this \$150 inspection fee. The HOA has an agreement with a satellite installation company approved by all satellite providers. Blue Globe Communications has already performed several dish installations for Winfield Place and is well aware of our requirements. If you contact Blue Globe and they perform your installation, **the HOA will waive the \$150 inspection fee.** Note that Blue Globe has assured us that their installation will not cost you any more than the sum quoted by your satellite provider. The HOA will waive the inspection fee because we know that Blue Globe understands and will follow our requirements for proper installation, thus eliminating the need for additional inspection.

A motion to approve this change was passed.

New A/C units are to be properly mounted on 4"x4" redwood sleepers running the length of your unit and in the direction of the roof drainage. All connections, ductwork, and service lines are to be properly sealed and professionally installed. The old A/C unit and all related debris and excess materials are to be removed from the property by the installer. Because of problems in the past, we have had to contract with a professional inspection service to check these installations after your new A/C unit is in place. For that inspection, you will be assessed a fee of \$150.00. The HOA feels that this is a reasonable fee and does not receive any funds from that inspection.

A motion to approve this change was passed.

The Annual Meeting is scheduled for November 15, 2016 at 4:00 pm in the clubhouse. The Annual Meeting mailing, along with absentee ballots, was sent out on Oct 4, 2016. If you did not receive yours, please contact the WP office.

The next regular Board meeting is scheduled for January 20, 2017 at 4:00 pm.

ADJOURNMENT – Motion to adjourn was made by Tom Maher. All members were in favor. Meeting was adjourned at 4:35 p.m.

HOMEOWNERS FORUM-

Judy Byram-134B, Nita O'Connor-237B, Bev Winkle- 131B & 154B, Don Schroeder- 136A, Iris Feinstein- 103A, Maureen Peterson- 220A, Richard Lindner- 151A, and Bob Lyall- 155A.

Homeowner Comments:

Pick up waste from assisted animals.